

ASSISTANT INSPECTOR GENERAL (Unclassified)
[Los Angeles County, CA]

COMPENSATION

The annualized salary range for this position is \$135,574 to \$205,203. The starting salary will depend on qualifications, salary history and career accomplishments. Specific salary placement will be based upon evaluation of a candidate's overall ability to provide exemplary leadership to the County. This position is subject to the provisions of the County's Management Appraisal and Performance Plan (MAPP), and is compensated at MAPP Range 16. In addition, Los Angeles County provides an excellent benefits package that allows employees to choose benefits that meet their specific needs as detailed below.

Retirement Plan - The successful candidate will be eligible for participation in a contributory defined benefit plan. If the candidate is a "new member" of the County's defined benefit plan (LACERA) on or after January 1, 2013, that person's pension will be limited under the Public Employees Pension Reform Act (PEPRA). For these purposes, a "new member" is someone who first becomes a member of LACERA on or after January 1, 2013 - that is, someone first employed by the County on or after December 1, 2012 - unless she or he established reciprocity with another public retirement system in which she or he was a member before January 1, 2013. Details on PEPRA will be provided on request.

Cafeteria Benefit Plan - The MegaFlex Benefits Plan is a cafeteria plan through which benefits may be purchased using a tax-free County contribution of an additional 14.5% to 17% of the employee's monthly salary. Any portion of the County contribution not used to purchase benefits is paid to the employees as taxable income. Benefits available within MegaFlex Benefits Plan include medical, dental, disability, life and AD&D insurance. (Note: Not applicable to County employees who are currently in Flex.)

Non-Elective Days - Ten paid days per year with the option to buy an additional 1 to 20 elective annual leave days.

Flexible Spending Accounts - Employees may contribute up to \$200 per month tax-free to a Health-Care Spending Account and \$400 per month tax-free to a Dependent Care Spending Account. The County contributes \$75 per month to the Dependent Care Spending Account.

Savings Plan (401K) - Optional tax-deferred income plan that may include a County matching contribution of up to 4% of employee's salary.

Deferred Compensation Plan (457) - Optional tax-deferred income plan that may include a County matching contribution of up to 4% of employee's salary.

Holidays - Eleven paid days per year.

SELECTION PROCESS

The process for this recruitment is highly confidential and will be handled accordingly through its recruitment and evaluation phases. References will not be contacted until a mutual interest has been established. Only the most highly qualified candidates, as determined by an initial screening process, will be invited to participate in the selection process. The names of the most highly qualified candidates will be submitted to the Inspector General, who will make the final selection.

HOW TO APPLY

Send resumes (email preferred) to Barbara Aldana. Resumes will be considered as they are received. The recruitment will remain open until the position is filled.

Executive Office of the Board of Supervisors
HUMAN RESOURCES DIVISION
Kenneth Hahn Hall of Administration
500 West Temple Street, Room 374
Los Angeles, CA 90012
Email: bcastaneda@bos.lacounty.gov

An Equal Opportunity/ADA Employer

Additional information about Los Angeles County can be found at www.lacounty.gov

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Filing Period: February 26, 2014 until the Position is Filled



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THE COUNTY

With a population of over ten million people, the County of Los Angeles has more residents than any county in the nation, and within its boundaries are 88 cities. It is rich in cultural diversity and home to world-renowned museums, theaters, the nation's motion picture industry, major universities, and numerous five-star restaurants. The mountains, deserts, and the beautiful Pacific Ocean, along with some of the world's finest urban recreational attractions, are freeway close.

The County is governed by a five-member Board of Supervisors (Board) who are elected on a non-partisan basis and serve four-year staggered terms. As the governing body, the Board serves as both the executive and legislative authority of the largest and most complex county government in the United States. There are seven appointed positions (Auditor- Controller, Chief Executive Officer, Chief Probation Officer, County Counsel, Director of Children and Family Services, Executive Officer of the Board of Supervisors, and Fire Chief) that report directly to the Board, with the eighth being the newly appointed Inspector General. The remaining 26 department heads report to the Chief Executive Officer. There are also three elected officials (Assessor, District Attorney, and Sheriff), for a total of 37 major administrative units or departments that currently serve the needs of the County's residents.

The County's annual budget for fiscal year 2013-2014 is \$25 billion, with funding for approximately 100,000 positions to serve its diverse population.



THE OFFICE OF THE INSPECTOR GENERAL

In October 2011, the Los Angeles County Board of Supervisors formed the Citizens' Commission on Jail Violence (CCJV) to conduct a review of the nature, depth and cause of the problem of inappropriate deputy use of force in the jails, and to recommend corrective action, as necessary. Among their recommendations was the creation of an independent Office of the Inspector General (OIG) and appointment of an Inspector General to provide comprehensive oversight and monitoring of the Sheriff's Department and its jails. Based on the CCJV recommendations, one branch of the newly created OIG will serve as a jail monitor. This branch will regularly visit and inspect (both scheduled and unannounced) the Department's Custody facilities and oversee the inmate and citizen complaint process. The OIG will be tasked with identifying problematic use of force issues in Custody and in the Department, and external oversight of the Department's investigatory and disciplinary system. The OIG will also review and conduct its own audits and inspections, all with the goals of ensuring that the Board and the public are kept informed of jail conditions, that problems in the Department and the jails are promptly and publicly identified, and that reforms are recommended and implemented, as appropriate.

Specifically, the study recommends that the OIG should be fully independent of the Sheriff's Department - it will independently report to the Board; have its own budget separate from that of the Department; and not share facilities, computer system or employees with the Department. It also recommends that the OIG have unfettered access to Sheriff's Department records, witness interviews, video footage, data, personnel and facilities, subject to nondisclosure obligations under State law.



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THE POSITION

The Assistant Inspector General duties include, but are not limited to, the following:

Assists the Chief Deputy and Inspector General in providing independent civilian monitoring of the Sheriff Department's operations and manages the oversight, audit, and/or monitoring divisions of the Office of the Inspector General.

Directly supervises staff in one of the Office of the Inspector General's divisions in the areas listed below.

Monitors and reviews use of force statistics, investigations of force incidents, disciplinary decisions, the quality of audits and inspections conducted by the Sheriff Department, the condition of jail facilities, the operations of Sheriff's stations and subcommands, as well as any other factors that may contributed to the effective and lawful running of the department .

Examines the work of the Sheriff's Inspectional Services Command, proposes subjects for audit, and supervises audits conducted by the Office of the Inspector General.

Monitors the Sheriff Department's response to inmate and public comments and the condition of the jails and other Sheriff facilities and operations.

Makes recommendations to the Chief Deputy and Inspector General, on an attorney-client basis, designed to reduce unnecessary use of force, misconduct and the County's exposure to lawsuits as well as to assist the Chief Deputy and Inspector General in advising the Board .

Consults with Sheriff Department personnel, County employees, community members, and other interested parties to develop periodic recommendations for policy and procedural changes designed to improve the operations of the Sheriff Department.

Prepares public reports on the Sheriff's Department to facilitate public awareness and Board supervision.

Prepares 30, 60, 90, and 120-day and final reports, as attorney-client communications, to the Board of Supervisors regarding investigations of referred cases.



KEY CHALLENGES AND OPPORTUNITIES

Key challenges and opportunities facing the Assistant Inspector General include:

Assist in developing and overseeing the approved staffing and transitional fiscal plan for the OIG.

Reduce the dollar amount of awards/settlements that result from use of force or other Sheriff's Department activities.

Assist in restoring public trust in the Sheriff's Department and County government, and facilitate communications with the communities served by the Sheriff's Department.

Develop protocols to maintain confidentiality and security of records and information obtained from the Sheriff's Department.

Maintain an excellent working relationship with the Sheriff and the Sheriff's Department command staff.

Independently and objectively report publicly on the Sheriff's Department operations.

Oversee the implementation of the CCJV recommendations, as appropriate.

THE CANDIDATE Education, Licenses and Experience

Five years or more of full-time paid professional experience as a local, state, federal prosecutor, defense attorney or other attorney working in a field related to law enforcement or civilian monitoring of law enforcement –OR- Five years or more of experience at the level of Los Angeles County class of Administrative Services Manager III conducting or supervising complex law enforcement-related investigations.

Desirable Qualifications

A Bachelor's degree from an accredited college or university and

Should have a demonstrated ability to oversee law enforcement operations (e.g., use of force in jails, patrol, etc.) and related audit functions.

A Juris Doctor degree and membership in the California Bar Association is desirable, but not essential. Candidates with appropriate experience who are not attorneys, or who are not members of the California Bar will also be considered.

Must have or be able to obtain a valid California Class "C" driver license or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

Management Style, Skills, Abilities and Personal Traits

The selected candidate may be expected to report publicly on the OIG activities in a timely and complete manner, and be independent, objective and transparent. He or she should be able to prioritize issues and resources, have strong investigational skills, encourage accountability, and be outcome driven. This person should be a confident leader who "sees the big picture," is intelligent and has common sense.

The Assistant Inspector General should have strong interpersonal skills, outstanding communication skills (both oral and written), and be organized, detail-oriented and flexible. He or she must be able to manage a budget and staff. Finally, this person must understand the use of force issues and related risk management, be politically astute, and honest, with integrity.